

Submittal of Site Plan Review - 17 sets

06/01/2007

Each set to contain all of the following:

- ☐ 1 (17) Drawings, folded to 10x12 or smaller
- ☐ 2 (17) Letter of requests, stating any waivers (one letter paper clipped to each drawing)
- ☐ 3 (17) Site Plan Review checklists (one checklist paper clipped to each drawing) (to be completed by applicant in full) (omission of any required items may cause postponement or refusal)

Title Block to include:

- ☐ 4 Title "Site Plan Review"
- ☐ 5 Name of subdivision
- ☐ 6 Lot and block numbers
- ☐ 7 Date of drawing

Required Items on all Site Plan Review

- ☐ 8 Graphic scale
- ☐ 9 North arrow
- ☐ 10 Legal description
- ☐ 11 Vicinity map
- ☐ 12 Engineers / Surveyors name and address
- ☐ 13 Developers name and address
- ☐ 14 Owners name and address
- ☐ 15 Names of abutting subdivisions/owners
- ☐ 16 Street names
- ☐ 17 Street centerlines with right-of-way widths
- ☐ 18 Boundary lines with dimensions
- ☐ 19 Utility easements
- ☐ 20 Building setbacks
- ☐ 21 Section corners or other monuments

- ☐ 22 Zoning within and around plat
- ☐ 23 Fire flow / water pressure
- ☐ 24 FEMA Panel Number with 100 year elevation
- ☐ 25 Flood Plain / wetlands contours
- ☐ 26 Area in acres on each lot
- ☐ 27 Sign location, edge 5' from property line
- ☐ 28 Screened dumpster location
- ☐ 29 Sidewalk location
- ☐ 30 Building outline with square footage
- ☐ 31 Street trees, 40' on center
- ☐ 32 Shade trees, 1 per 6 parking spaces
- ☐ 33 Required landscaping and buffers
- ☐ 34 First floor elevation
- ☐ 35 Concrete driveways in right-of-way
- ☐ 36 Nearest fire hydrant(s)
- ☐ 37 Water / sewer lines
- ☐ 38 Parking lot layout
- ☐ 39 Finished grading plan

Required Items if applicable:

- ☐ 40 Municipal, County or Section lines
- ☐ 41 Phase map, if staging is planned
- ☐ 42 Storm water detention easement
- ☐ 43 Other easements _____
- ☐ 44 Sidewalk waiver (signed)
- ☐ 45 Hillside cut proposal

Site Plan Review Fees = \$100